



Commonwealth of Massachusetts  
**STATE ETHICS COMMISSION**

John W. McCormack Office Building - One Ashburton Place - Room 619  
Boston, Massachusetts 02108-1501

**CONFIDENTIAL**

December 11, 2008


Alane Shanks  
Vice President of Administration & Finance  
Roxbury Community College  
1234 Columbus Road  
Roxbury Crossing, MA 02120

Dear Ms. Shanks:

As you know, we discussed with you a concern that you may have been using your position as Vice President within Roxbury Community College to secure employment for your husband and friend and threaten the jobs of co-workers to obtain support during votings. Relying on what you told us, we are satisfied that this matter does not require any further action on our part.

Thank you for your cooperation.

Very truly yours,

  
Amanda Marshall  
Investigator

